

FORM CD-29 (7-84) <div>TRAVEL ORDER</div>		U.S. DEPARTMENT OF COMMERCE		1. TYPE OF AUTHORIZATION <div><input checked="" type="checkbox"/> TEMPORARY DUTY</div> <div><input type="checkbox"/> RELOCATION-A signed CD-150, Request for Authorization of Travel and Moving Expenses, must be attached.</div>		2. TRAVEL ORDER NO. Check only if amended <div><input type="checkbox"/></div> <div>00 571443</div>	
3A. BUREAU NAME/ORGANIZATIONAL UNIT <div>ITA/DOA/OOMS</div>				3B. PRESENT OFFICIAL STATION <div>Washington, DC</div>			
4A. TRAVELER'S NAME <div>Lionel Moore</div>			4B. TRAVELER'S TITLE <div>Management Analyst</div>			4C. SOCIAL SECURITY NO. <div>555-55-5555</div>	
5. PURPOSE AND JUSTIFICATION STATEMENT <div>To attend and participate in Paris Air Show</div>						6A. TYPE OF TRAVEL CODE <div>X</div>	
						6B. PURPOSE OF TRIP CODE <div>X</div>	
						6C. BUREAU CODE NO. <div>12</div>	
7. ITINERARY <div>Washington DC to Paris, France and Return</div>							
8. PERIOD OF TRAVEL		8A. BEGIN ON OR ABOUT <div>10/25/99</div>		8B. END ON OR ABOUT <div>10/31/99</div>		9. ACCOUNTING CLASSIFICATION CODE <div>001/XXXXXX/XXXX</div>	
10. MODE OF TRANSPORTATION <div><div><input checked="" type="checkbox"/> COMMON CARRIER<div><input type="checkbox"/> BUS</div><div><input type="checkbox"/> RAIL</div><div><input type="checkbox"/> EXTRA FARE (Justify in item 14)</div><div><input checked="" type="checkbox"/> AIR-COACH</div><div><input type="checkbox"/> AIR-EXTRAFARE (Attach CD-334)</div><div><input type="checkbox"/> RENTED MOTOR VEHICLE (See FTR 1-2.2c(2) and 1-3.2)</div></div><div><input type="checkbox"/> PRIVATELY-OWNED VEHICLE<div><input type="checkbox"/> AUTO</div><div><input type="checkbox"/> PLANE</div><div><input type="checkbox"/> RATE PER MILE ¢</div><div><input type="checkbox"/> (1) DETERMINED MORE ADVANTAGEOUS TO THE GOVERNMENT See FTR 1-4 or FTR 2-2.3)</div><div><input type="checkbox"/> (2) FOR CONVENIENCE OF TRAVELER (See FTR 1-4.3 and 1-4.4)</div><div><input type="checkbox"/> OTHER MEANS (Specify)</div></div></div>						11. ESTIMATED COST	
						A. TRANSPORTATION (Billed directly to Government) <div>\$1,235.00</div>	
						B. OTHER TRANSPORTATION INCLUDING POV MILEAGE	
						SUBSISTENCE EXPENSE (Per Diem/Actual) <div>\$600.00</div>	
						OTHER EXPENSES (Item 13) <div>\$350.00</div>	
						TEMPORARY QUARTERS SUBSISTENCE EXPENSE	
						RELOCATION EXPENSES (Other than listed above)	
SUB-TOTAL B <div>\$950.00</div>							
TOTAL (A & B) <div>\$2,185.00</div>							
COMMON CARRIER REFUNDS When a ticket is exchanged for one of lesser value, the carrier should issue a receipt or a ticket refund application and is required to make refund directly to the appropriate accounting office.		ACCOUNTING OFFICE ADDRESS: National Business Center Products and Services Mail Stop D-2761, ITA P.O. Box 272025 Denver, CO 80227-9025					
TRAVELER'S POTENTIAL LIABILITY NOTICE Travelers are accountable for all transportation tickets, Government Transportation Requests (GTR's), or other transportation procurement documents received by them in connection with their official travel. If trips are cancelled or itineraries changed after tickets (or GTR's) are issued to the travel, the traveler is liable for the value of the tickets issued until all coupons have been used for official travel purposes or all unused tickets or coupons are properly accounted for on the travel voucher.							
12. SUBSISTENCE EXPENSE In accordance with the DOC Travel Handbook or as specifically approved by an authorizing official under unusual circumstances. See FTR 1-7.3 and 1-8.1c.							
RATES AUTHORIZED:							
13. OTHER EXPENSES AUTHORIZED <div><input type="checkbox"/> MEETING REGISTRATION FEES</div> <div><input checked="" type="checkbox"/> HIRE OF TAXIS BETWEEN LODGING AND/OR PLACE(S) OF BUSINESS</div> <div><input type="checkbox"/> EXCESS BAGGAGE (Justify in item 14)</div>		14. SPECIAL PROVISIONS/REMARKS OFFICIAL TELEPHONE CALLS AUTHORIZED					